

From: William Hubbard
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Subject: Security Quickie 11-28-01

This week's topic: Password Reminder

It's time! It has been over 60 days since the first Security Quickie was sent out. If you haven't changed your password at least once since then, please do so. ITD policy requires a password change every 60 days for all workstations and systems.

Remember to use a minimum of 8 alphanumeric characters with:

- at least one special character
- at least one number
- both upper and lower case letters

Also, don't share your password, and don't write it down.

Thanks for your time,

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